



February 3, 2021

Louisiana Ethics Administration Program  
Post Office Box 4368  
Baton Rouge, LA. 70821

Distinguished Board Members,

We are in the process of searching for qualified applicants to fill an open position as the Communication Specialist with our firm.

One of my board members who is the Vice Chair inquired if her daughter would be eligible to apply for the open position as the Communication Specialist. I advised her that since she was a board member, I thought it would be considered as an ethics violation. The said board member then asked what if she submits her resignation, would the daughter be considered as an applicant for the position?

In efforts to confirm my beliefs, I reached out to your office and spoke with Latoya Jordan about my concerns. Ms. Jordan confirmed that this situation would be considered as an ethics violation and to request a written opinion from your board.

On Feb. 2, 2021, I advised the said board member that her daughter could not be employed with HACVB because of her seat on our Board of Directors. On Feb. 3, 2021, the said board member submitted her resignation stating conflicts with her teaching schedule at a local learning institute.

My concerns about this situation are as follows:

- Now that the said board member has submitted her resignation, can I conduct an interview with the daughter?
- If so and she is the most qualified candidate, can I offer her a position with our firm?
- If she gains employment with our firm, is that considered another violation? My concern is that in the public eyes, the daughter had inside information regarding the position and that she had a leg up above any other candidates due to her mother's board position.
- Should the said board member remain off the board for a certain period of time before any relatives apply for a position with our firm?

As you can see, I have great concerns about this applicant and need to obtain your opinion on this. Thanks in advance for your help with this matter.

Sincerely,

Sondra Corbitt  
Executive Director

-----Original Message-----

From: sondra.corbitt@houmatravel.com <sondra.corbitt@houmatravel.com>

Sent: Wednesday, February 3, 2021 3:53 PM

To: Kathleen Allen <Kathleen.Allen@LA.GOV>

Subject: Ethics Opinion Needed: Ethics Administrator

EXTERNAL EMAIL: Please do not click on links or attachments unless you know the content is safe.

Ethics Administrator

Hello,

I need to obtain an ethical opinion from the board. Is there a way to email my request?

Thanks,

Sondra Corbitt

## Kathleen Allen

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**From:** Sondra Corbitt <Sondra.Corbitt@houmatravel.com>  
**Sent:** Wednesday, February 3, 2021 5:14 PM  
**To:** Kathleen Allen  
**Subject:** RE: Ethics Opinion Needed: Ethics Administrator  
**Attachments:** 20210203170925.pdf

EXTERNAL EMAIL: Please do not click on links or attachments unless you know the content is safe.

Hi Kathleen,

Please see the attached document requesting an ethics advisory opinion. Please let me know if you require additional information.

Thanks!

SONDRA CORBITT

Executive Director, TMP

114 Tourist Drive | Gray, LA 70359

985.868.2732 | [https://urldefense.proofpoint.com/v2/url?u=http-](https://urldefense.proofpoint.com/v2/url?u=http-3A__houmatravel.com&d=DwIFAg&c=xIPCXuHzMdaH2Flc1sgyicYpGQbQbU9KDEmgNF3_wl0&r=878iwtb25JZ5SWcbsv603gZLfJ7TIIAmfE2EzIRL28U&m=fMHR_4qbyQkwLOBHrWXOYvzc0IIRWzKyK5SvEED940I&s=4W4-n9-7QQW6qAGGlw48sMTfQrfizY7vT4o6Z6VVKFY&e=)

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-----Original Message-----

**From:** Kathleen Allen <Kathleen.Allen@LA.GOV>  
**Sent:** Wednesday, February 3, 2021 4:17 PM  
**To:** Sondra Corbitt <Sondra.Corbitt@houmatravel.com>  
**Subject:** RE: Ethics Opinion Needed: Ethics Administrator

You may submit a scanned copy of your signed request for an advisory opinion to this email address.

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P. O. Box 4368  
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